

Example of a Simplified Work Plan for Implementation of New HCBS Program

	2013												2014					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1.1 Present Business Plan to Tribal Leadership																		
1.2 Obtain Agreement on Funding from Tribal Leadership																		
1.3 Outreach to Local LTSS/Health Providers																		
2.1 Secure Space for HCBS Program Administrators																		
2.2 Hire and Train Providers																		
2.3 Begin Providing HCBS																		
2.4 Discuss Coordination of Care with Other Tribal Programs, IHS, etc.																		
3.1 Establish Billing System																		
3.2 Prepare and Submit Application for Accreditation																		
3.3 Gain Accreditation																		
3.4 Bill Medicaid for LTSS																		

NOTE: This work plan is presented as an example of how to structure the implementation process of an LTSS program. It does not include all activities for all program implementations and the time estimates are only used to illustrate the process.